

MEETING MINUTES

CITY OF SANTA BARBARA COMMUNITY DEVELOPMENT AND HUMAN SERVICES COMMITTEE

Tuesday, September 27, 2011

David Gebhard Public Meeting Room
630 Garden Street
(6:00 p.m.)

1. ROLL CALL:

| | | | |
|------------------------|----------|-----------------------|----------|
| Barbara Allen | <u>E</u> | Laura Knight | <u>E</u> |
| James Cook | <u>X</u> | Veronica Loza, Chair | <u>X</u> |
| Yesenia Curiel | <u>X</u> | Daniel Ramirez | <u>E</u> |
| Greg Gorga, Vice Chair | <u>X</u> | Brenda Collins Powell | <u>X</u> |
| Rocky Jacobson | <u>X</u> | Josephine Torres | <u>X</u> |
| Michael Just | <u>X</u> | | |

X = Present A = Absent E = Excused

2. PUBLIC COMMENT:

There was no public comment.

3. APPROVE MINUTES OF JUNE 28, 2011 MEETING

The minutes were approved (M – Torres/S – Gorga/A – Curiel & Loza).

4. REVIEW CORRESPONDENCE TO CDHSC

- Invitation to Casa Serena fundraiser*
- Letter from Central Coast Commission for Senior Citizens, which advised that they had been named by the State to assume the responsibility for Long Term Care Ombudsman for Santa Barbara County effective September 1, 2011. Questions arose regarding Long Term Care Ombudsman's current grant funds of \$21,000. Staff is to report on this item at next meeting.*

5. PUBLIC HEARING ON HUD CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR FY 2010-2011

The public hearing was opened and the CAPER was presented. There was no public comment. The hearing was closed.

6. PUBLIC HEARING SEEKING INPUT ON FY 2012-2013 ACTION PLAN

The public hearing was opened for input on the FY 2012-2013 ACTION PLAN. There was no public comment. The hearing was closed.

7. YEAR END REPORTS ON CDBG AND HUMAN SERVICES FUNDED AGENCIES FY 2010/11

The CDBG and Human Services Year-End Reports were reviewed and discussed. The committee discussed possible program changes due to CDBG capital projects, managed by other City departments, remaining incomplete by fiscal year end. The committee reviewed the language of the existing capital contract/MOU template. The terms of the contract state that expiration is on the last day of the fiscal year. Staff is to report to the Committee on current City policy and rationale regarding extending contracts when programs have not completed their capital project by fiscal year-end. In addition, staff is to investigate the possibility of a) requiring written Contract extensions with explanation of why project was not completed. The request for extension could be accepted or rejected, and/or b) establish policy wherein unspent funds would be reallocated immediately as of fiscal year-end instead of being carried over to the next year's budget and used to complete the project. The program would have to complete the project using a different source of funding.

8. APPROVE CDBG/HUMAN SERVICES PROPOSED APPLICATION CHANGES

Staff presented the new ZoomGrants format for the upcoming application process. Applicants will complete the application online and will have six weeks (instead of four weeks) to submit the application. Staff assistance will be available to them as well as ZoomGrants for technical assistance. The application will be due on December 12, 2011 (subject to Council approval October 25) and committee members can review each application upon submission. Applicants will be expected to show top executive compensation; how the agency achieves diversity on their Board; their methodology for measuring accomplishments and how the agency uses this information; and how the agency will modify their program if not fully funded. The application was approved (M – Jacobson, S – Cook)

9. CDHSC VACANCIES AND INCUMBENTS TERMS ENDING DECEMBER 31, 2011.

The terms of Veronica Loza, Daniel Ramirez and Rocky Jacobson will end December 31, 2011. Members Loza and Jacobson indicated they would reapply. Member Ramirez was not present, so his intentions are unknown. Staff announced the application and interview schedule for Advisory Groups.

10. ADMINISTRATIVE ISSUES ON CDBG, HUMAN SERVICES AND HOME PROGRAMS

Staff announced that there are two bills before Congress, one of which proposes to cut CDBG entitlements by 15% (this in addition to the 16.62% cut last year). The other will provide for level CDBG funding but will include a 50% reduction in the amount for administrative costs. Staff will keep the Committee informed.

On September 13, City Council indicated that they wish to fund the City's portion of staffing costs for the proposed BOCH and area Homeless Groups consolidation with Human Services funds. The amount is unknown, but the City is to pay 2/3 of the cost because based upon the Common Ground count, 2/3 of the homeless are living within the City. The amount of Human Services funds needed for this purpose is unknown, but the amount will be decided when Staff goes before Council on October 25 to request approval of process and documentation for the FY 2013 funding cycle.

11. NEIGHBORHOOD ADVISORY COMMITTEE – Report from CDHSC attendees

Brenda Collins Powell reported that the Committee was in the process of determining which issues they wish to address. Subcommittees formed will focus on neighborhood health and safety, youth and other issues.

12. NEW BUSINESS

Member Curiel noted that during a recent site visit to CAC, the team was to review the South Coast Task Force on Youth Gangs. CAC staff was not able to discuss the Task Force on Youth Gangs (or direct the team to someone who could discuss the program). Staff is to follow up and report on status of the Task Force at next meeting.

13. ADJOURNMENT

The meeting was adjourned at 8 p.m.

ASSISTIVE LISTENING AVAILABLE: Voice receivers for the hearing impaired are available for loan in the Land Use Safety Office. Please inform the Chair before the meeting starts if you wish to borrow one.

AMERICAN WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Housing and Redevelopment Division in advance at 564-5461. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

REPORTS: Materials related to an item on this agenda submitted to the CDHSC after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours.